

CALIFORNIA TRANSPORTATION COMMISSION

DUTY STATEMENT

Senior Transportation Engineer (Specialist)

Under the administrative and program direction of the Deputy Director for Program Delivery, the incumbent is responsible for monitoring and analyzing the delivery status of State Transportation Improvement Program (STIP), State Highway Operation and Protection Program (SHOPP), Environmental Enhancement and Mitigation (EEM) program, and Seismic Safety Retrofit program projects. The incumbent also monitors and analyzes the use of federal Congestion Mitigation and Air Quality (CMAQ), Regional Surface Transportation Program (RSTP) and Transportation Enhancement Activities (TEA) funds. An in-depth knowledge of Caltrans' multiple program activities (planning, programming, budgeting, environmental, engineering, right-of-way acquisition, construction, maintenance, traffic operations, and local grants administration is required. The position also requires the ability to work independently, meet short deadlines of a recurring nature, and effectively work with Caltrans, Regional Transportation Planning Agencies, Cities, and Counties.

Activities:

- 35% Analyze and input into Commission database project specific programming and funding actions undertaken by the Commission at its monthly meetings.
- 25% Analyze and reconcile Caltrans and Regional Transportation Planning Agency delivery reports and funding estimates against Commission approved actions.
- 15% Develop project and project component specific base line delivery performance measures for Caltrans and Regional Planning Agencies.
- 15% Act as the principal assistant to the Program Delivery Deputy Director. Act in the Deputy's place as directed and assume administrative and technical assignments as directed.
- 10% Respond to information requests from the Governor's Office, the State Legislature, Regional Transportation Planning Agencies and the general public on project delivery issues.

**California
Transportation
Commission**

EMPLOYMENT OPPORTUNITY

1. RPA # 0102 003-CTC
ANALYST'S INITIALS
DATE

YOU MUST BE A PERMANENT OR PROBATIONARY STATE EMPLOYEE, A FORMER PERMANENT OR PROBATIONARY EMPLOYEE OR ON AN EMPLOYMENT LIST FOR THIS CLASSIFICATION IN ORDER TO APPLY FOR THIS POSITION.

2. CLASS TITLE Senior Transportation Engineer (Specialist)	3. POSITION NUMBER 696-605-3155-xxx	4. TENURE PERMANENT	5. TIME BASE Full Time	6. CBID U09
7. OFFICE OF California Transportation Commission	9. LOCATION (CITY or COUNTY) SACRAMENTO			13. MONTHLY SALARY \$5,087 TO \$6181 mo.
8. SEND APPLICATION TO: California Transportation Commission 1120 "N" Street, 2nd Flooor (MS-52) Sacramento, CA 95814 Attention: Raylynne Calhoun	10. WORKING HOURS MON - FRI, DAYS - 0800 a.m. - 5:00 p.m.			
	11. PUBLIC PHONE NUMBER (916) 654-4245			
	12. CALNET NUMBER (8) 464-4245			14. FILE BY November 9, 2001

15. DUTIES

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Responsibilities include:

- ♦ Analyze and input into Commission database project specific programming and funding actions undertaken by the Commission at its monthly meetings.
- ♦ Analyze and reconcile Caltrans and Regional Transportation Planning Agency delivery reports and funding estimates against Commission approved actions.
- ♦ Develop project and project component specific base line delivery performance measures for Caltrans and Regional Planning Agencies.
- ♦ Act as the principal assistant to the Program Delivery Deputy Director. Act in the Deputy's place as directed and assume administrative and technical assignments as directed. Respond to information requests from the Governor's Office, the State Legislature, Regional Transportation Planning Agencies and the general public on project delivery issues.

16. DESIRABLE QUALIFICATIONS

- ♦ Knowledge of: Various phases of transportation engineering, including planning processes and methods, systems planning, evaluation of alternatives, and facility locations and design, construction, cooperation, and maintenance; and, transportation economics and financing; project management concepts.
- ♦ Ability to analyze situations accurately and adopt an effective course of action; make effective presentations; prepare correspondence and reports; and, communicate effectively.